

IDENTIFICATION CARD/CREDENTIAL APPLICATION-PRIVACY ACT

The information on this form is requested under the authority of Titles 5 and 49, USC; Title 32, CFR; Title 40, USC 486c; and Executive Order 9397.

SUBMISSION OF ALL INFORMATION ON THIS FORM IS MANDATORY.

The purpose is to provide a ready concentration of employee personal data to facilitate issuance, accountability, and recovery of required identification/credential card(s) which are issued to employees and contractors.

This information provided will be used to issue such identification/credential card(s) as may be required to enable the employee or contractor to properly conduct assigned duties.

Providing your Social Security Number (SSN) on this form is mandatory. The information is needed to comply with E.O. 9397, which states that Federal agencies are to use the SSN to keep agency files accurate. The SSN will ensure that the information collected about you is not confused with that of others having the same or a similar name.

Your SSN does not appear on the DOT identification card.

Failure to furnish all of the information requested on this form may result in: (1) the denial of the identification media for which you are applying; (2) your inability to be identified properly; and, (3) your inability to perform all aspects of your assigned official duties.

"See Prefatory Statement of DOT General Routine Uses."

TEAR OFF
BEFORE USE

DOT F 1681

SUPPLEMENTAL
INFORMATION

NAME (Last, First, MI)		<div>INSTRUCTIONS TO EMPLOYEE: TYPE ALL ENTRIES. THIS FORM MAY BE USED TO APPLY FOR MORE THAN ONE ITEM.</div> <div>(PHOTO)</div>	DOT COMP	EXPIRATION DATE
SOCIAL SECURITY NUMBER			TITLE/GRADE	
DATE OF BIRTH (Mo., Day, Yr.)	SEX M F		OFFICE/SERVICE/REGION/CENTER	
HEIGHT ft. in.	WEIGHT lbs.		OFFICIAL STATION	
COLOR HAIR	COLOR EYES		DATE OF APPLICATION	
CREDENTIAL JUSTIFICATION				

SIGNATURE OF APPLICANT

AUTHORIZING OFFICIAL (Signature, Title, Routing Symbol)

APPLICATION MADE FOR

ID

CIVILIAN (1681.1)

NO.

NO.

TEMPORARY (1681.3)

NO.

NO.

CONTRACTOR (1681.4)

NO.

NO.

SPECIAL ACCESS (1684)

NO.

NO.

SECURITY BADGE (1685)

NO.

NO.

ARTCC

NO.

NO.

CREDENTIAL

EXECUTIVE (1682)

NO.

SPECIAL AGENT

NO.

OFFICIAL (1683.1) (general)

NO.

FAM

NO.

OFFICIAL (1683.2) (security)

NO.

ACCIDENT INVESTIGATOR

NO.

OFFICIAL (1683.3) (civil rights)

NO.

AVIATION INSPECTOR

NO.

OFFICIAL (1683.4) (NHTSA)

NO.

NO.

OFFICIAL (1683.5) (messenger)

NO.

NO.

DATE ISSUED

DATE RECEIVED

RECEIVED BY